



**CITY OF PORT ORCHARD
POLICE DEPARTMENT**

Geoffrey C. Marti, Chief of Police
546 Bay Street, Port Orchard, WA 98366
Voice: (360) 876-1700 • Fax: (360) 876-5546
police@cityofportorchard.us
www.cityofportorchard.us

February 13, 2019

Penny Allen
MuckRock News
Dept MR 68652
411A Highland Ave.
Somerville, MA 02144-2516
68652-61297797@requests.muckrock.com

RE: Public Disclosure Request dated February 10, 2019

Dear Ms. Allen,

In a request made to the Port Orchard Police Department dated February 10, 2019 and received on February 11, 2019 you have made the following public records request:

[Pursuant to the Washington Public Records Act, I hereby request the following records:

I am writing to request the following information from your office for the period January 1, 2015 to the date of this letter.

Number, if any, of Unmanned Aerial Vehicles (UAV's or drones) owned by this department or agency.

Number, if any, of Unmanned Aerial Vehicles (UAV's or drones) available for use by this department or agency via collaborative agreements that were utilized within the period encompassing this request. Please provide the name of the department or agency that made the Unmanned Aerial Vehicle available to this department or agency for use.

Any documents or correspondence during the period encompassing this request regarding possible or planned acquisition of an Unmanned Aerial Vehicle.

Any existing or proposed usage policies regarding the use of Unmanned Aerial Vehicles technology including protocols, training documents, data storage procedures and prohibited activities.

Any current or past litigation involving or referencing this department or agency involving the use of Unmanned Aerial Vehicles.]

Enclosed please find documents which are responsive to the above request. The record has been redacted to remove a personal address and phone number of a public employee pursuant to RCW 42.56.240 (4).



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Number, if any, of Unmanned Aerial Vehicles (UAV's or drones) owned by this department or agency. Zero (0)-
Our department does not own any UAVs or drones.

Number, if any, of Unmanned Aerial Vehicles (UAV's or drones) available for use by this department or agency via collaborative agreements that were utilized within the period encompassing this request. Please provide the name of the department or agency that made the Unmanned Aerial Vehicle available to this department or agency for use. Zero (0). Our department does not have any UAVs or drones available to use via collaborative agreements.

Any existing or proposed usage policies regarding the use of Unmanned Aerial Vehicles technology including protocols, training documents, data storage procedures and prohibited activities. Zero (0). We do not have any policies, protocols, training documents, data storage procedures or prohibited activities.

Any current or past litigation involving or referencing this department or agency involving the use of Unmanned Aerial Vehicles.] Zero (0). We do not have any litigation involving or referencing our agency in the use of UAVs.

The enclosed documents represent the City's diligent and good-faith efforts at complying with your request. At this time, the City believes that it has provided all documents requested. Please let us know as soon as possible if you believe that there are any other documents that you believe exist but did not receive.

Sincerely,

A handwritten signature in black ink, appearing to read "Circelli".

Cyndi Circelli
Records Manager

Enclosure



POSITION OPENING

DATE: January 22, 2019

TO: FULL TIME COMMISSIONED OFFICERS, AND SUPERVISORS

FROM: CHIEF MARTI

SUBJECT: U.A.S Program Supervisor

There is one opening for a **U.A.S Program Supervisor**.

The person assigned to this duty may be required to carry a city cell phone and may be called to duty on short notice depending upon the circumstances.

The person assigned to this position will work directly with the Chief of Police to develop a general order, and S.O.P. for an unmanned aerial system program for the police department.

The person selected for this position will be required to attend mandatory training, based upon department needs. The position will be subject to call out as necessary when approved by a supervisor.

The ideal candidate will have an interest in unmanned aerial systems such as drones.

Some advanced knowledge of flight requirements under FAA part 107 is desirable, but not required. Obtaining a license under FAA part 107 is required.

The person selected to this position will take on the responsibility of managing this program according the best known practices.

Open to all commissioned full-time employees with (3) years' service as a police officer, the last (2) years with the Port Orchard Police Department.

Application Procedure: Submit a letter of interest including a resume showing all previous experience as it may relate to this position to the Chief of Police **by 0900 hours on Tuesday, February 2nd.**

The selection process may include all or a portion of the following: review of personnel file, review of resume, input from supervisors, and review of training records.



POSITION OPENING

DATE: January 22, 2019

TO: FULL TIME COMMISSIONED OFFICERS, AND SUPERVISORS

FROM: CHIEF MARTI

SUBJECT: U.A.S Program Pilots

There are several openings for a **U.A.S Program Pilot**.

The person assigned to this duty may be required to carry a city cell phone and may be called to duty on short notice depending upon the circumstances.

The person assigned to this position will work directly with the U.A.S. program supervisor to develop an unmanned aerial system program for the police department. They will receive ongoing training in U.A.S systems, and the various positions within this program

The position will be subject to call out as necessary when approved by a supervisor.

The ideal candidate will have an interest in unmanned aerial systems such as drones.

Some advanced knowledge of flight requirements under FAA part 107 is desirable, but not required. Obtaining a license under FAA part 107 is required.

Open to all commissioned full-time employees with 1 years' service as a police officer.

Application Procedure: Submit a letter of interest including a resume showing all previous experience as it may relate to this position to the Chief of Police **by 0900 hours on Tuesday, February 2nd.**

The selection process may include all or a portion of the following: review of personnel file, review of resume, input from supervisors, and review of training records.

POLICE DEPARTMENT				
Account Number	Description	2019	2020	Biennium
001-3-523-60-00	CARE & CUSTODY OF PRISONERS			
001-3-523-60-30	Supplies - Care/Custody Prisoners			7,100
	Prisoner Prescriptions	3,500	3,600	
001-3-523-60-40	Other Services & Charges - Care/Custody Prisoners			26,300
	Professional Services - Care/Custody Prisoners			
	Prisoner Medical Services	12,650	12,650	
	Travel-Care/Custody Prisoners			
	Travel	500	500	
001-3-523-60-50	Intergovt Professional Services - Care/Custody Prisoners			1,400,000
	City of Forks Jail (445 Bed Days)	50,000	50,000	
	Kitsap County Jail	650,000	650,000	
001-3-523-60-00	TOTAL CARE & CUSTODY OF PRISONERS			1,433,400
001-3-525-10-00	EMERGENCY SERVICES ADMINISTRATION			
001-3-525-10-50	Intergovt Professional Services - Emergency			43,050
	Kitsap County Emergency Management	21,000	22,050	
001-3-525-10-00	TOTAL EMERGENCY SERVICES ADMINISTRATION			43,050
001-3-525-60-00	DISASTER PREPAREDNESS			
001-3-525-60-30	Supplies - Emergency Preparedness			1,600
	Back Up Power Supplies	800	800	
001-3-525-60-40	Other Services & Charges - Emergency Preparedness			2,000
	Communication - Emergency Preparedness			
	Communications	500	500	
	Miscellaneous - Emergency Preparedness			
	Department Training on Hazmat, WMD, Terrorism	250	250	
	Tuition Costs for FEMA	250	250	
001-3-525-60-00	TOTAL DISASTER PREPAREDNESS			3,600
001-3-597-00-00	OPERATING TRANSFERS OUT			
001-3-597-01-00	Transfer to 500 (O&M)	145,600	154,600	
001-3-597-02-00	Transfer to 500 (Replacement)	716,123	31,581	
001-3-597-00-00	TOTAL OPERATING TRANSFERS OUT			1,047,904
TOTAL POLICE DEPARTMENT		5,816,518	5,374,877	11,191,395
103-3-500-00-00	CRIMINAL JUSTICE FUND			
103-3-521-10-30	Supplies - Administration			24,000
	UAS Program, Training, FAA Certification	9,000	9,000	
	Taser Cartridges	3,000	3,000	
103-3-521-10-40	Repairs & Maintenance - Administration			5,000
	Repairs & Maintenance	3,000	2,000	
103-3-521-10-50	Intergovt Professional Services - Administration			97,500
	Replacement Records Management Service/ Maintenance	87,000	10,500	
103-3-521-22-10	Salaries - Operations	96,100	99,400	195,500
103-3-521-22-20	Benefits - Operations	43,300	48,300	91,600
103-3-562-00-40	Professional Services - SAIVES			1,000
	SAIVES	500	500	
103-3-500-00-00	TOTAL CRIMINAL JUSTICE FUND			414,600

Geoffrey Marti

From: Matthew Bell
Sent: Sunday, January 27, 2019 9:16 PM
To: Geoffrey Marti
Subject: UAS Program Supervisor and Pilot Positions
Attachments: Letter head UAS Program Pilot.docx; Letter head UAS Program Supervisor.docx

Chief,

I have attached my letters of interest for both the U.A.S Program Supervisor along with being a U.A.S Program Pilot

Respectfully,

Officer Matthew Bell #733

Port Orchard Police Department

546 Bay St

Port Orchard, WA 98366

mbell@cityofportorchard.us

(360) 876-1700





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Chief Marti,

1/27/2019

I am requesting to be considered for the **U.A.S Program Pilot position**. I have advanced knowledge of flight requirements and am currently a licensed pilot. I have knowledge of the FAR-AIM (Federal Aviation Regulations/Aeronautical Information Manual), Airport Operations, TFR (Temporary Flight Restrictions), and Weather reporting systems.

I have also attended the FAA Part 107 training course and will be taking the test shortly. I have also attended the Pre-Supervisors Course as well as the Field Training Offer Course.

Respectfully,

Officer Matthew Bell #733

Memorandum



DATE: January 24, 2019
TO: CHIEF MARTI
FROM: OFFICER BRANDON
SUBJECT: U.A.S. Program Pilots

Chief Marti,

This memo is to show my interest in being a pilot for the U.A.S. Program.

I am currently assigned to the Graveyard Shift patrol as an FTO with a position of FTO coordinator at this current time. I have been with the Port Orchard Police department for over 10 years and with over 13.5 years of experience in Law Enforcement.

During my time in L.E., I have worked all patrol shifts, including the specialty position of School Resource Officer. I am also currently assigned as an FTO, Range Instructor, Marine Patrol and Bicycle Patrol.

Current training that I have completed that may benefit me in this program are:

- FAA Part 107 training
- Beginning and Advanced Photography
- Marine patrol operator

There are many uses for a UAV within law enforcement but one of my largest interests within the program are the UAV's ability to photograph crime scenes and allow us to take photos of objects (such as vessels) that would require either extensive camera equipment or the deployment of other resources.

On top of crime scene photography, they can assist in the searching of areas for either missing persons or suspects in cases. With the right equipment, risks to officers can be mitigated with the proper use of a UAV.

I believe my experience as a Marine officer has given me the understanding that the UAV's will not operate the same as a vehicle like we would typically use (such as have brakes). Also you have to take into consideration the climate and surrounding elements to make sure that you are safely using the department's equipment.

With this growing program, I believe that officers will be able to develop skill sets that will greatly benefit this department.

Thank you for your consideration,

A blue ink signature, appearing to be "AB", is written over the typed name.

Officer Andy Brandon 727

Josh Horsley



Chief Marti,

This letter is to inform you that I am interested in the position of U.A.S. Program Pilot. I have been employed with the Port Orchard Police Department for almost seven year now. Before that I was employed as a police officer with the Jackson Police Department and a correctional officer with Nevada Department of Corrections. I currently have my own small "toy drone" and would like to further my knowledge and experience with the department U.A.S. Program. I have attended the FAA 107 class at CJTC. I have also spend several hours researching and watching training video's online to prepare me to take the 107 test.

Thank you

Sincerely,

Josh Horsley



February 1, 2019

To: Chief Marti

From: Detective Beth Deatherage

Subject: U.A.S Program Pilot

Sir,

I respectfully submit my letter of interest for this program. I do not have any previous experience as a drone pilot, nor any training classes for this program. I have had professional experience in working with the Washington State Patrol in utilizing their drone for a Felony Hit & Run case I am currently investigating. The drone was utilized to take aerial photos of the area where the crime occurred. After photos were taken, they were downloaded into their 3-D program and sent to me for my case. It was very helpful in showing the entire crime scene from a 3-D perspective to show the jurors, should this case go to trial.

I have a professional interest in this program because there have been other cases I have been involved in where I believe a drone taking aerial photos of the scene could have been utilized to assist with showing an overall view of the crime scene. Unfortunately, at the time, other nearby agencies were not available to assist with the use of their drone at the time.

I believe there will be several additional uses of a drone in the future to not only be able to take aerial photos of a crime scene in a 3-D perspective or aerial view, but also be utilized to assist with finding a known armed and hidden suspect and be able to assist officers on the ground to guide them to the suspect in a safe manner.

Recently, the Kitsap County Sheriff's Office utilized their drone to search and photograph the damaged area after a tornado tore through the City of Port Orchard and the unincorporated area of Port Orchard. It was not only used to assess damage, but to also search the area for any possible victims.

As I stated before, I do not have any training nor personal experience as a drone pilot, only professional experience utilizing another agency's drone for a case I was investigating. I believe my experience as a Detective could be utilized in finding the need for a drone, in addition to knowing what aspects a drone could be utilized in a particular situation/incident.

Respectfully,

A handwritten signature in black ink, appearing to read 'Beth Deatherage', with a stylized, sweeping flourish at the end.

Detective Beth Deatherage



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Chief Marti,

1/27/2019

I am requesting to be considered for the **U.A.S Program Supervisor position**. I have advanced knowledge of flight requirements and am currently a licensed pilot. I have knowledge of the FAR-AIM (Federal Aviation Regulations/Aeronautical Information Manual), Airport Operations, TFR (Temporary Flight Restrictions), and Weather reporting systems.

I have also attended the FAA Part 107 training course and will be taking the test shortly. I have also attended the Pre-Supervisors Course as well as the Field Training Offer Course.

Respectfully,

Officer Matthew Bell #733

Chief,

I'm interested in being the UAS Supervisor. I've been to the UAS FAA 107 course and I currently have a personal drone that I've practiced with for personal use.

Sgt. J.Glantz
Port Orchard Police Department
546 Bay St.
Port Orchard, WA 98366
360-876-1700 - Office
360-876-5546 - Fax

Good morning, Sir,

After much consideration, I have decided to apply for the position of UAS Supervisor. My qualifications are as follows:

- Understanding of airspace, flight coordination and communication, and aerospace safety via previous FAA certification in Air Traffic Control while in the Marine Corps obtained at NAS Pensacola, FL.
- Personally coordinated controlled UAV launches while deployed to Afghanistan in support of OEF.
- Supervised Air Traffic Controllers both deployed to Afghanistan as Watch Officer for both the tower and radar control teams, communicating with pilots and Command Staff across branches and allied countries in support of OEF.
- Leadership skills also obtained via leadership roles in high school, such as NJROTC Battalion Commander and French Club President, Leadership Studies while attending Virginia Military Institute, Battalion Commander billet as Officer Candidate at OCS, Quantico, VA, Platoon Commander as 2nd Lieutenant at The Basic School (TBS) Quantico, VA, and leading Marines as a Captain in the Marine Corps, under various billets both deployed and in country.
- Supervisory experience as Tower Watch Officer and Training Officer for the ATC tower at MCAS Yuma, AZ, where I was responsible for the maintenance of Controllers' training currency within the standards of both FAA and Naval Control regulations, to include revision of the Tower's training manual.
- Previous Safety experience to include certification by OSHA for abatement of safety issues across four different Marine Corps bases.
- Previously owned and operated early models of small, personal drones for recreational purposes.
- More than capable of obtaining FAA Part 107.
- More than three years as Police Officer with POPD.

Thank you for taking the time to consider my application. If chosen, I will work hard to implement policy, planning, safety, and excellence with the UAS program.

OFCR. ANDEE WALTON
#736, POPD
P: (360)876-1700
F: (360)876-5546



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Sergeant's Meeting 16th January 2019

1. Peer support officer personnel order.
2. Range safety officer positions.
3. EVOC position posting.
4. UAS supervisor, and support officers posting.
5. New Detective posting.
6. Boat ordinance, requested by the Mayor.
7. New supplemental training program, Police One Academy.
8. The Chief's retirement timeline.



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Sergeant's Meeting February 5th, 2019

1. Range safety officer positions:

**Gapsch
Wofford
Pronovost
Huibregtse
Eilertson**

2. EVOC position positions:

**Horsley
Gapsch
Schandel
Eilertson**

3. UAS supervisor Position:

**Bell
Walton
Glantz**

4. UAS Pilot Positions:

**Bell
Brandon
Horsley
Deatherage**

5. Defensive Tactics Instructor:

Lynch

6. Detective posting:

**Brandon
Horsley**